

**COUNTY OF BERNALILLO**  
**RFB #07-05-BB**  
**Employee Legal Services Insurance**

The Bernalillo County Purchasing Department, on behalf of the Bernalillo County Human Resource Department is seeking proposals from prospective Offerors that will permit eligible employees to purchase Legal Service Insurance. The County intends to select one or more Offerors who will provide plans of Legal Services Insurance.

For pertinent RFP documents, including the Scope of Work and the proposed contract documents pertaining to this project, prospective Offerors are invited to contact Billie Baca, at (505) 768-4387, or by e-mail [billieBaca@bernco.gov](mailto:billieBaca@bernco.gov). There is no cost for proposal documents for firms that have paid a \$55 calendar-year registration fee. Interested parties are welcome to register and pay the required fee or pay 50 cents per page.

A non-mandatory, pre-proposal, conference will be held on December 9, 2004 at 10:00 a.m. (MST), at One Civic Plaza NW, Conference Room B, Albuquerque, New Mexico 87102. Written questions prior to the pre-proposal are preferred. These will be accepted by fax (505) 768-4067, or by E-mail, [billieBaca@bernco.gov](mailto:billieBaca@bernco.gov)

Sealed submittals for the referenced proposal must be addressed and delivered, no later than 4:00 p.m. (MST) on January 14, 2005 to the Purchasing Department, **c/o Finance Department**, One Civic Plaza, 10<sup>th</sup> Floor, Room 10045, Albuquerque, NM 87102. The Finance Department will date and time stamp the sealed envelope upon receipt. Delivery of proposals is the sole responsibility of the Offeror.